

April 19, 2007

Linda Pollock
315 Dupont Street
Long Lake, MN 55356

Mary M. Lynch
Assistant County Attorney
525 Portland Avenue South, 12th Floor
Minneapolis, MN 55415

RE: In the Matter of the Revocation of the License of Linda Pollock to
Provide Family Child Care; OAH Docket No. 11-1800-17885-2

Dear Ms. Pollock and Ms. Lynch:

I recently received the Notice of and Order for Hearing in this matter. As you know, a hearing has been scheduled for **Wednesday, May 16, 2007**, commencing at **9:30 a.m.** The hearing will be held in downtown Minneapolis at the Office of Administrative Hearings, 100 Washington Avenue South, Suite 1700, Minneapolis, Minnesota 55401. You should provide each other with copies of any documents you plan to introduce into evidence by **Wednesday, May 2, 2007**.

A copy of the Protective Order that I have signed in this case is hereby served upon you by U.S. mail. Protective Orders like this are frequently entered in day care licensing matters. The purpose of the Protective Order is to allow the Department to provide Ms. Pollock with not-public information that may be contained in its file pertaining to her foster care license.

Ms. Pollock is not required to have a lawyer for the hearing in this matter. However, she may wish to talk with a lawyer about her case, the statutes or rules that apply, and possible representation. If Ms. Pollock wishes to discuss this matter with an attorney, she may contact the Volunteer Lawyers Network at 612-752-6677 (or vln@hcba.org). Its staff will consider the type of case involved and Ms. Pollock's ability to pay and make an appropriate referral.

I have enclosed with Ms. Pollock's copy of this letter a booklet entitled "A Guide to Participating in Contested Case Proceedings" and two other documents entitled "Contested Case Hearing Preparation" and "How to Be a Good Witness." These materials have been prepared by my office for use by those who choose to appear without an attorney in contested case proceedings. I have also enclosed a brochure describing the Volunteer Lawyers Network.

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Prior to the hearing, Ms. Pollock may also wish to review the information available on the website of the Office of Administrative Hearings (www.oah.state.mn.us). She should contact my office at 612-341-7600 and ask to speak to one of our staff attorneys if she has any questions about those materials, or contact the Docket Coordinator at 612-341-7448 to arrange a conference call.

Sincerely,

s/Barbara L. Neilson

BARBARA L. NEILSON
Administrative Law Judge
Tel.: (612) 341-7604